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**United Nations  
Environment  
Programme**

**Bureau of the eleventh meeting of the Conference of the Parties to the Vienna Convention for the Protection of the Ozone Layer  
Ad hoc meeting**

**Bureau of the Thirty-First Meeting of the Parties to the Montreal Protocol on Substances that Deplete the Ozone Layer  
Ad hoc meeting**

Online, 21 May 2020

**Report of the ad hoc meeting of the Bureau of the eleventh meeting of the Conference of the Parties to the Vienna Convention for the Protection of the Ozone Layer and the Bureau of the Thirty-First Meeting of the Parties to the Montreal Protocol on Substances that Deplete the Ozone Layer**

**I. Opening of the meeting**

1. The ad hoc meeting of the Bureau of the eleventh meeting of the Conference of the Parties to the Vienna Convention for the Protection of the Ozone Layer and the Bureau of the Thirty-First Meeting of the Parties to the Montreal Protocol on Substances that Deplete the Ozone Layer was held online 21 May 2020. The purpose of the meeting was to discuss the plans that the Ozone Secretariat had put in place for the meetings under the Montreal Protocol and the Vienna Convention in 2020 and 2021, taking into consideration the global situation in response to the COVID-19 pandemic.
2. The meeting was attended by the following members of the Bureau of the eleventh meeting of the Conference of the Parties to the Vienna Convention: Marc D'Iorio (Canada), Mr. Ezzat Lewis H. Agaiby (Egypt), Ms. Habibun Nahar (Bangladesh), Ms. Liana Ghahramanyan (Armenia), and Ms. Gilda Torres Ferreira (Paraguay).
3. The following members of the Bureau of the Thirty-First Meeting of the Parties to the Montreal Protocol also attended the meeting: Mr. Leslie Smith representing Mr. Alvin Da Breo (Grenada), Mr. Ezzat Lewis Agaiby (Egypt), Ms. Norlin Jaafar (Malaysia), Mr. Patrick McInerney (Australia), Ms. Ramona Koska (Hungary).
4. The full list of participants is set out in annex 1 to the present report.
5. The meeting was opened at 3.00 p.m. (Nairobi time) by the President of the Bureau of the eleventh meeting of the Conference of the Parties, Mr. Marc D'Iorio (Canada).

**II. Adoption of the agenda**

6. The provisional agenda for the meeting, set out in document UNEP/OzL.Conv.11/Bur.1/1-UNEP/OzL.Pro.31/Bur.1/1, was adopted as follows:
  1. Opening of the meeting.

2. Adoption of the agenda.
3. Discussion on the planning and conduct of meetings related to the Vienna Convention and the Montreal Protocol in 2020 and 2021.
4. Other matters.
5. Closure of the meeting.

### **III. Discussion on the planning and conduct of meetings related to the Vienna Convention and the Montreal Protocol in 2020 and 2021**

6. The Executive Secretary, Ms. Tina Birmpili, introduced the issue. She informed the Bureaux that, as communicated to the parties earlier, the Secretariat was recommending that the forty-second meeting of the Open-ended Working Group should not be held in Montreal as scheduled because of the ongoing restrictions on large gatherings and international travel bans. She explained that in consultation with many parties the Secretariat had put in place contingency plans in the event that a physical meeting of the Open-ended Working Group could not be held. The main elements were as below:

- (a) An online technical meeting on replenishment will be organized in three identical technical sessions of three hours each, in three time zones, with simultaneous interpretation in all six official languages of the United Nations. The Technology and Economic Assessment Panel's replenishment task force will present its report at all three sessions followed by a questions and answers session. The three sessions will be chaired by the co-chairs of the Open-ended Working Group. The first session will be held from 6 p.m. (Nairobi time) on 14 July 2020; the second session from 12 noon (Nairobi time) on 15 July 2020; and the third session from 8 a.m. (Nairobi time) on 16 July 2020.
- (b) An online forum will be organized to enable parties to submit comments and questions on the replenishment report by the task force of the Technology and Economic Assessment Panel before and after the technical sessions. An online forum will also be organized on the critical use nominations.
- (c) With regard to the joint twelfth meeting of the Conference of the Parties to the Vienna Convention and Thirty-Second Meeting of the Parties to the Montreal Protocol (COP12MOP32), a face-to-face meeting was still under consideration in close consultation with the government of Uzbekistan, to discuss all the issues on the agenda of the forty-second meeting of the Open-ended Working Group with an extended preparatory segment.
- (d) If a full-scale face-to-face meeting cannot be held, a reduced COP12MOP32 may be organized to discuss issues for which parties are expected to adopt decisions, namely, the replenishment of the Multilateral Fund, critical-use exemptions for methyl bromide, and the budgets of the trust funds for the Vienna Convention and the Montreal Protocol. All the other issues on the agenda of the Open-ended Working Group meeting will be deferred to the meeting to be held in 2021.
- (e) If no physical COP12MOP32 can take place, an online meeting will be held in November 2020 to enable decision-making by the parties on the critical-use exemptions for methyl bromide, and the approval of a decision on the budgets of the trust funds for the Vienna Convention and the Montreal Protocol. As face-to-face negotiations are necessary before parties can decide on replenishment, the online meeting may consider the possibility of convening an extraordinary meeting of the parties either at the beginning of 2021 or in conjunction with the next meeting of the Open-ended Working Group, in July 2021, to decide on the replenishment. All the other issues on the agenda of OEWG42 will be deferred to the meeting to be held in 2021.
- (f) Discussions were also ongoing with the President and the Vice-President of the Implementation Committee under the Non-Compliance Procedure for the Montreal Protocol on the possibility of organizing the Committee's meetings online and with the co-chairs of the eleventh meeting of the Ozone Research Managers of the Parties to the Vienna Convention on whether to organize that meeting online or postpone it until 2021.
- (g) The Secretariat will consult, assess the situation of the pandemic, and inform the Bureau and the parties by the end of September 2020 on the way forward with the convening COP12MOP32.

7. The Executive Secretary emphasized that tentative bookings have been made for the possible meetings she outlined, and that the Secretariat was preparing all the documents for the meetings as if they were being convened as initially scheduled. She also stressed that the Secretariat was making arrangements to enable parties' equal participation by ensuring as much as possible adequate internet connectivity, consideration of time zones and provision of interpretation.

8. The Bureau members appreciated the work carried out by the Secretariat on the contingency planning and arrangements, and fully supported the plans put forward by the Secretariat. It was recognized that flexibility was important due to the evolving situation which made planning difficult and that the only logical way was to take decisions step-by-step based on the evolving pandemic situation. Some Bureau members said that the travel restrictions would still be in place, or are likely to remain in place until late 2020. In response to one Bureau member's suggestion to allow parties to participate in more than one of the three online sessions and observers to participate in the meetings, the Executive Secretary confirmed that indeed any party representative / representatives may attend any and more than one of the three online sessions and that the sessions are open to all observers. It was stated that there were some key issues that parties needed to address in 2020 but the Bureaux were confident that parties and the Secretariat would work to realize the expected outcomes.

9. The Bureaux endorsed the Secretariat's contingency plans on the work of the forty-second meeting of the Open-ended Working Group and for the Secretariat to decide in September on the convening of the COP12MOP32 and associated meetings in 2020 and 2021 as appropriate. The decision of the Secretariat would be made after another ad hoc meeting of the two Bureaux and an assessment of the online sessions in July 2020.

10. The Secretariat would proceed with informing all the parties to the Vienna Convention and the Montreal Protocol regarding the contingency plans and send invitations to the online forum and online sessions of the forty-second meeting of the Open-ended Working Group.

#### **IV. Other matters**

No other matters were discussed.

#### **V. Closure of the meeting**

The President declared the meeting closed at 4 p.m. on 21 May 2020.

## Annex 1: List of participants

### Bureau of the eleventh meeting of the Conference of the Parties to the Vienna Convention

President	Mr. Marc D'Iorio ( <b>Canada</b> ) (Western European and other States) – Email: marc.diorio@canada.ca
Vice-Presidents	Mr. Ezzat Lewis H. Agaiby ( <b>Egypt</b> ) (African States) Email: eztlws@yahoo.com , eztlws@gmail.com  Ms. Habibun Nahar ( <b>Bangladesh</b> ) (Asia-Pacific States) Email: deputyminister@moef.gov.bd, sanzida292011@gmail.com  Ms. Liana Ghahramanyan ( <b>Armenia</b> ) (Eastern European States) Email: lia.ghahramanyan@gmail.com
Rapporteur	Ms. Gilda Torres Ferreira ( <b>Paraguay</b> ) (Latin American and Caribbean States) Email: gildatorres.py69@gmail.com

### Bureau of the Thirty-First Meeting of the Parties to the Montreal Protocol

Title	Name/Email
President	Mr. Leslie Smith representing Mr. Alvin Da Breo ( <b>Grenada</b> ) (Latin American and Caribbean States) Email: alvin.dabreo@gmail.com
Vice-Presidents	Mr. Ezzat Lewis Agaiby ( <b>Egypt</b> ) (African States) Email: eztlws@yahoo.com , eztlws@gmail.com  Ms. Norlin Jaafar ( <b>Malaysia</b> ) (Asia-Pacific States) Email: norlin@doe.gov.my , normala@doe.gov.my  Mr. Patrick McInerney ( <b>Australia</b> ) (Western European and other States) Email: patrick.mcinerney@awe.gov.au
Rapporteur	Ms. Ramona Koska ( <b>Hungary</b> ) (Eastern European States) Email: ramona.koska@itm.gov.hu

### Ozone Secretariat

Ms. Tina Birmpili, Executive Secretary

Ms. Megumi Seki Nakamura, Deputy Executive Secretary

Mr. Gilbert Bankobeza, Senior Legal Officer